

**DEPARTMENT
POLICY****All Programs**

Michigan Department of Health and Human Services (MDHHS) matches recipient data with other public and private agencies through computer data exchanges. Data exchanges assist in the verification of eligibility factors. The acknowledgment section on the MDHHS application informs the clients of the data matching processes.

OVERVIEW

The State Master Death File is received daily and Bridges uses the data from these files to automatically update cases. The Federal Death File is received monthly and Bridges uses the data from these files to automatically update cases on or around the 16th of each month.

**DECEASED
RECIPIENT MATCH**

Bridges will use a matching point system to determine if MDHHS recipients will have full or potential matches.

Full Match

A full match means that Bridges determined there was enough information by using the point system to determine the client is deceased. If a full match is found, Bridges will update the date of death on each recipient and trigger a mass update. No alert will be sent to the specialist.

Potential Match

A potential match means Bridges did not have enough information to update the date of death on the recipient. If a potential match is found, Bridges generates a task/reminder stating Potential Death Match Found and also produce report DM-304, Potential Death Match Report, which contains information about the potential match. Specialists must act on these matches within 45 days. The match will be escalated to the manager if the match is not acted on and disposed.

CASE ACTIONS

The DM-304 cannot be used as verification of death. Determine if the recipient is actually deceased. See the wizard for how to process the deceased recipient match.

If the recipient is deceased, record the date of death in Bridges to determine eligibility. Obtain a copy of the death certificate for the case record, if possible.

LEGAL BASE**FIP**

45 CFR 205.55 -205.58

MCL 400.83

MA

MCL 400.10, and 400.83

SDA

Annual Appropriations Act
Mich Admin Code, R 400.3151-400.3180

FAP

7 CFR 272.14

CDC

45 CFR Parts 98 and 99
Mich Admin Code, R 400.5001 - 400.5020